

**Proposal Review Committee
November 4, 2019**

Statewide Benefits Office
Enterprise Business Park
97 Commerce Way, Suite 201, Dover, Delaware

Public Session: November 4, 2019 at 8:35 a.m.

The Proposal Review Committee (“PRC”) met on November 4, 2019, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Faith Rentz, DHR, Director, Statewide Benefits
Leighann Hinkle, DHR, Deputy Director, Statewide Benefits
Emily Thomas, Office of Management and Budget
Judy Schock, Office of Management and Budget
Stuart Snyder, Delaware Insurance Office
Molly Magarik, Department of Health and Social Services
Dan Madrid, State Treasurer’s Office
Tanner Polce, Lt. Governor’s Office
Ashley Tucker, Administrative Office of the Courts
Judy Anderson, Delaware State Education Association
Kaitlin Primavera, Willis Towers Watson
Ari Gonzalez De Leon, Willis Towers Watson
Kevin Fyock, Willis Towers Watson

Introductions/Sign In

After introductions, Ms. Rentz called the meeting to order at 8:35 a.m. A representative from the Office of the Controller General was not present. A quorum being present, the meeting continued.

Approval of Minutes

Ms. Rentz requested a motion to approve the minutes from the June 3, 2019 meeting of the PRC. A motion was made by Ms. Magarik and seconded by Mr. Madrid. The motion was approved with unanimous voice vote.

Discussion of the Request for Proposal for a Fertility Benefits Third Party Administrator

Ms. Rentz requested a motion to move into Executive Session to discuss the proposals by the two finalists - Progyny and WINFertility - and conduct interviews. Ms. Anderson made the motion and it was seconded by Ms. Thomas. The PRC moved into Executive Session at 8:36 a.m.

Adjournment

Upon return to the Public Session and with no further business, a motion to adjourn was made by Ms. Anderson and seconded by Ms. Thomas. Upon unanimous voice approval, the meeting was adjourned at 1:02 p.m. Please note there were no public attendees.

Respectfully submitted,

Laurene M. Ehemann

Laurene M. Ehemann
RFP and Contract Manager